

## **TOWN OF ANDREWS MONTHLY COUNCIL MEETING**

**SHERIFFS DEPARTMENT SUB-STATION COURT ROOM**

**110 NORTH MORGAN AVE.**

**ANDREWS, SC 29510**

**NOVEMBER 17 @ 6:00PM**

### **AGENDA**

- 1) INVOCATION**
- 2) PLEDGE OF ALLEGIANCE**
- 3) ROLL CALL**
- 4) APPROVAL OF MINUTES**
- 5) MONTHLY FINANCIAL STATEMENT – FOR INFORMATION ONLY**
- 6) CITIZENS COMMENTS (3 MINUTES ONLY)**
- 7) APPEARING BEFORE COUNCIL – ACCOUNTANT WANDA CHARPING, CPA**
- 8) NEW BUSINESS – RENEWAL OF WORKSMAN COMPENSATION WITH SC MUNICIPAL TRUST**
- 9) OLD BUSINESS**
- 10) ADMINISTRATOR'S REPORT**
- 11) COUNCIL REPORT**
- 12) DEPARTMENT HEADS REPORT**
- 13) MAYOR'S REPORT**
- 14) EXECUTIVE SESSION – PERSONNEL MATTER**
- 15) ADJOURNMENT**

**Town of Andrews**

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**Monthly Town Council Meeting  
Thursday, November 17, 2011**

**Sheriff's Substation**

**110 N Morgan Ave. Andrews, SC**

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The Town of Andrews met for their monthly Town Council Meeting on Thursday, November 17, 2011 at 6:00 pm. Mayor Rodney Giles presiding in compliance with the Freedom of Information Act, called the meeting to order at 6:05 pm.

Invocation was rendered by Council Member Sid Ackerman  
Pledge of Allegiance was recited by everyone present.

**Town Officials Present:**

Mayor Rodney Giles  
Council Member Angela Anderson  
Council Member Patsy Greene  
Council Member Thomas Alford  
Council Member Sid Ackerman  
Council Member Terrance Middleton

After roll call, motion was made by Council Member Sid Ackerman and seconded by Council Member Patsy Greene to approve the minutes from the October 20, 2011 Council Meeting. Mayor Giles asked for a roll call: Middleton-Yes, Greene-Yes, Ackerman-Yes, Alford-Yes, Anderson-Yes, and Giles-Yes. All in favor, motion carried

The monthly financial statement was included in the Council's packet for information purposes only.

**Citizen's Comment**

There were no citizen's comments.

**Appearing Before Council**

Mayor Giles stated that Ms. Wanda Charping, CPA, Accountant for the Town of Andrews was unable to attend the meeting tonight due to having surgery on yesterday.

**New Business**

Interim Administrator Mr. Roland Windham informed Council of the annual premium from Worker's Compensation for next year. The comparison shows that there will be no increase in the premium for next year. The premium amount is \$56,664 and due on December 11, 2011. Motion was made by Council Member Ackerman to accept and pay the Workmen's Compensation premium of \$56,644 by December 11, 2011. Council Member Anderson seconded the motion. Mayor Giles asked for a roll call: Middleton-Yes, Greene-Yes, Ackerman-Yes, Alford-Yes, Anderson-Yes, and Giles-Yes. All in favor, motion carried.

**Old Business**

There was no Old Business for discussion at this meeting.

**Administrator's Report**

Mr. Windham stated that the bid for new fire truck came in at \$22,517 dollars less than the CDBG grant award. COG has given the Town approval to amend the project to reallocate the \$22,517 dollars so it won't be lost. Mr. Windham suggested that Council authorize a project amendment to be submitted to COG and the CDBG office in Columbia to request permission to use the \$22,517 dollars in funds to purchase extrication equipment. The motion was made by Council Member Ackerman and seconded by Council Member Greene to authorize an amendment to the Fire Truck Project to be submitted to COG and CDBG to request permission to purchase \$22,517 dollars' worth of extrication equipment. Mayor Giles asked for a roll call: Middleton-Yes, Greene-Yes, Ackerman-Yes, Alford-Yes, Anderson-Yes, and Giles-Yes. All in favor, motion carried.

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Mr. Windham stated that the Town's match on the fire truck grant amount is approximately \$44,000 dollars. This money was to be paid directly to FireLine to purchase the equipment to go onto the fire truck. He also stated that in his opinion and that of COG that if this money is paid directly to FireLine it may not be recognized as being the Town's match. On the list of items to be purchased there are six items that exceed the \$500 dollars purchase limit as outlined in the Town's purchasing ordinance. Mr. Windham requested council's permission that we be able to obtain quotes on those six items instead of going through the formal bid process of advertising. The motion was made by Council Member Middleton and seconded by Council Member Alford that we by-pass our formal bidding process and purchase the items for the fire truck. Mayor Giles asked for a roll call: Middleton-Yes, Greene-Yes, Ackerman-Yes, Alford-Yes, Anderson-Yes, and Giles-Yes. All in favor, motion carried.

Mr. Windham stated the Notice to Proceed has been executed by the Mayor but not yet sent. He stated tonight that the Notice will be sent out so the manufacturing of the truck may commence.

Mr. Windham stated that the Mayor has met with the resident of Howell Street and they have consented to leaving the station on its current footprint and the title search on these two parcels of land have been done. Mr. Windham requested that council authorize the execution of the contract for Eastern Engineering of South Carolina. The motion was made by Council Member Middleton and seconded by Council Member Ackerman that we go along with the recommendation by Mr. Windham to engage in contract on this project with Eastern Engineering of South Carolina.

Mr. Windham emphasized that it is very crucial that we adhere to the court order of cleaning up the sludge ponds. One of the remedies identified by DHEC is to put the sludge in GEOTUBES or drying socks. We have found a company, Tencate, who will sell us a small tube for \$550 dollars to use and test a tube. It is his recommendation that council approves the purchase of this tube to see if it will meet our needs. The motion was made by Council Member Greene and seconded by Council Member Alford that the Town purchase the GEOTUBE from Tencate.

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Mayor Giles asked for a roll call: Middleton-Yes, Greene-Yes, Ackerman-Yes, Alford-Yes, Anderson-Yes, and Giles-Yes. All in favor, motion carried.

Mr. Windham stated that at the Mayor's request he has drawn up a memo of agreement between the Town and William Ford for the purpose of cleaning the Town's facilities due to the unavailability of inmates on a regular basis. The memo includes Mr. Ford's work hours, work days and compensation. Mr. Windham suggested Council approve the memo. The Mayor stated that upon the finding of another inmate Mr. Ford's agreement between him and the Town will cease.

Council Member Middleton raised the question was this information received first hand from the Georgetown County? Mayor Giles stated that the chief of police Jennifer Flowers said she received this information from the detention center. Council Member Anderson along with Council Member Middleton stated that we should receive something in writing from Georgetown County in reference to the availability of an inmate to perform janitorial services. It was stated that council previously voted to do away with entering into contracts with individuals for performing janitorial services.

The motion was made by Council Member Middleton and seconded by Council Member Anderson to table approving the agreement between the Town and Mr. Ford until further investigation has been done and we receive something in writing from Georgetown County in reference to the availability of an inmate. Mayor Giles asked for a roll call: Middleton-Yes, Greene-Yes, Ackerman-Yes, Alford-Yes, Anderson-Yes, and Giles-Yes. All in favor, motion carried.

Mr. Windham stated that he has tried to get an easement through Mead Westvaco property in order to gain access to property the Town wanted to deed to the Nature Conservancy. However, he has not been successful. It is his recommendation that Council sign the release presented by the Nature Conservancy releasing them from their obligations to the Town to purchase the property. The motion was made by Council Member Ackerman and seconded by Council Member Anderson that they sign the release presented by the Nature Conservancy. Mayor Giles asked for a roll call: Middleton-Yes, Greene-Yes,

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Ackerman-Yes, Alford-Yes, Anderson-Yes, and Giles-Yes. All in favor, motion carried.

Mr. Windham stated that he is currently working on completing and updating insurance claims on the Town's Property. This includes filing claims on all Town owned building that may have experienced hail damage during the previous hail storm endured by this area. He is also working on filing two claims for damage to the Town's Trucks. He is working with the insurance agent and adjuster from Myrtle Beach who has been assigned to our case by the Insurance and Reserve Fund of South Carolina. These claims have been submitted to the proper departments requesting quotes on the repair of damages. Once these quotes are obtained they will be submitted to the insurance company for processing. Mr. Windham informed council that the adjuster said that part of the roof on the Fire Department building is seriously damaged and will need to be repaired in the near future and that the damage is not related to the hail storm.

Mr. Windham stated that The Alliance for Economic Development of Georgetown County has requested a monetary donation to help with the economic development in the County. The focus of this Alliance is centered on:

1. The Green Coast
2. The Port of Georgetown
3. Hwy 521

Mr. Windham stated that if council decides to make a donation he recommend the they make a donation on the low end due to the current status of the Town's financial situation. It was the consensus of the Council Member's present that the Town will not be making a donation at this time.

**Council Report**

Council Member Thomas Alford reported that the Veteran's day activity was very successful this year. He also stated the Veteran's Day committee along with the Lion's Club would like to provide Flags to the town that would be displayed along Main Street on certain days particular on holidays such as the Fourth of July, Veterans Day and Memorial Day to bring a new or different look to Main

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Street. They have consulted with 3-D Metal Works to manufacture the brackets that will be placed around the poles located down Main Street. The Town's Merchants have agreed to help cover the cost of purchasing the flags. This project will be funded at no cost to the Town. Council requested that this Alliance put in writing the terms of their proposal for approval by council. Council Member Alford was recognized for doing an excellent job with the Veteran's Day Activities.

**Department Heads Report**

There were no department head reports for this meeting.

**Mayor's Report**

Mayor Giles said that he along with Mr. Roland Windham are trying to stay on top of the Town's Projects and he thanked Mr. Windham on doing a great job thus far with handling the Town's business.

**Executive Session**

Council Member Angela Anderson made the motion to enter into Executive Session to discuss Personnel Matters and it was seconded by Council Member Greene. Council Member Sid Ackerman made the motion that Council come out of Executive Session and it was seconded by Council Member Angela Anderson. Mayor Giles stated that no decision was made during Executive Session.

**Adjournment**

Council Member Sid Ackerman made the motion to adjourn the meeting at 7:26 pm and was seconded by Council Member Thomas Alford.

Council Meeting minutes submitted by Chaconas Parson.